

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	17438	Agenda Number	35.
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Meeting Date:	August 16, 2012
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Department:	Purchasing
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## Subject

Authorize award and execution of Amendment No. 1 to contracts through the State of Texas Procurement and Support Services Cooperative Program (TPASS) Cooperative Purchasing with XEROX CORPORATION and CANON USA, INC., to add two 12-month extension options for the rental of multi-function document imaging machines for various City departments, including copy charges and related services, in an amount not to exceed \$960,651 for each extension option, for a total revised contract amount not to exceed \$2,750,388.

## Amount and Source of Funding

Funding in the amount of \$72,777 is available in the Fiscal Year 2011-2012 Operating Budget of the various City departments. Funding of the remaining eleven months of the initial contract period is contingent upon available funding in future budgets.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Contract Amendment.
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Prior Council Action:	August 25, 2011, approved contract.
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For More Information:	Cruz Banda III, Buyer II, 972-4022
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Boards and Commission Action:	Recommended by the Water and Wastewater Commission.
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Related Items:	
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MBE / WBE:	The Cooperative Purchase is exempt from the MBE /WBE Ordinance. This exemption is in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.
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### Additional Backup Information

This recommended council action is to approve Amendment No. 1, for an additional two 12-month extension options, to continue the rental, installation and maintenance of multi-function document imaging machines for various City departments including Austin Water Utility, Economic Growth and Redevelopment Services, Financial and Administrative Services, Building Services, Fire, Fleet Services, Law, Public Works, Small and Minority Business Resources, Austin Resource Recovery, Planning and Development Review, Code Compliance, Watershed Protection, and Municipal Court, in an estimated amount not to exceed \$960,651 per extension option, for a total revised contract amount not to exceed \$2,750,388.

On August 25, 2011, Council approved award of a 12-month contract through the State of Texas Procurement and Support Services Cooperative Program (TPASS) Cooperative Purchasing with Xerox to establish a new agreement for the rental, installation and maintenance of multi-function document imaging machines for various City departments, in an amount estimated not to exceed \$829,086.

The Purchasing Office is continuing to work with Communications and Technology Management, the Office of Sustainability, and other departments to move towards a managed service document imaging solution.

#### Contract Summary

**Contract No. NC110000042**

Description	Action	Amount
Original Contract	Award of a 12-month rental agreement	\$829,086
Proposed Amendment No. 1	Add two 12-month extension options in an estimated amount not to exceed \$960,651 per extension option	\$1,921,302
<b>TOTAL REVISED CONTRACT AMOUNT</b>		<b>\$2,750,388</b>